

NMRT Board Member Final Report

1. Office Name: Leadership Development Director

2. Office Term (Date: Ex. 2005-2006): 2011-2013

3. Discuss/summarize your involvement with your committees this year:

4. Based on your year's experience in this office, what future directions do you see your office or NMRT needing to take this year or the following year?

We need to either devise new fundraising strategies or obtain new sponsorships for the NMRT Professional Development Grant; if not, the Professional Development Attendance Award, as the former's funding model, is not sustainable.

Changing the focus of the Annual Program Committee into one that provides year-round continuing education opportunities was an agenda item for the Executive Board Meeting at ALA Annual 2013 that was tabled. Be prepared to have a discussion about that this year.

5. What tips or hints do you have that might help your successor carry out the duties of this office?

Pay close attention to the timelines of all 6 of your committees. I made each one a task in Gmail for the appropriate month and was able to stay on top of things that way. The Annual Program Committee, for example, often needs reminders to stay on track since their program happens nearly a year after appointment.

Additionally, I found it helpful to make a reminder for mid-month to check in on the Online Discussion Forum traffic; if it had flagged, I asked the committee chair to help get the conversation going on NMRT-L again.

Keep in mind that the timeline of the Professional Development Grant Committee, because we still aren't entirely sure where its funding is coming from (as far as I'm aware), may be more fluid than what is currently laid out in its Handbook entry.

Make sure you ask all of your committee chairs to CC you on ALL committee e-mails. This is how you catch problems before they arise/get too big (e.g., having committee members e-mail listservs themselves to post award announcements rather than using the approved procedure of asking the NMRT Secretary to have the NMRT Liaison Committee handle it). I repeated this instruction when it became obvious that I hadn't been CCed on something (and a problem arose).

Also: make sure to cc the NMRT President and Vice-President on all e-mails YOU send to your committees. I wasn't clear before that this was necessary.

6. Please address the role of the board member as coordinator. For example, projects between membership promotion, diversity & recruitment and student outreach would need to be coordinated. How might activities such as this be handled by board members efficiently and smoothly? Your thoughts here will be most helpful for future boards.

Most of the committees this office supervises require promotion (for award announcements, calls for articles, etc.); there has been some confusion with the committee chairs as to how publicity should be handled (e.g., committee members dividing up a list of library-related listservs and e-mailing them directly rather than coordinating this with NMRT Secretary and the Liaison Committee).

It was mentioned at Annual this year that some felt the NMRT/liaison traffic on other listservs was too high, so it would be worth examining how the NMRT liaisons are utilized/how much other NMRT-related traffic there is on other listservs. This is something I advise the incoming Leadership Development Director to discuss with the NMRT Secretary and presidential line-up (VP, President, and Past President) to clarify this year before award season starts.

7. Date of report: July 23, 2013

8. Submitted by: Megan Hodge, mlhodge@gmail.com